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ABSTRACT

This resource guide for the conduct of athletic competition for physically disabled students in Louisiana includes policies and procedures for statewide implementation, official rules for competition, and copies of all forms needed for program development. The guide contains three sections. The first section covers organizational structure for project staff, including job descriptions, eligibility and classification standards, and the structure for competitive meets, including awards guidelines and a sample activity calendar. Liability and publicity issues are also covered. The second section includes rules for equipment, events, and event areas, as well as rules for individual events. The final section is composed of consent forms, entry forms, checklists and other blank forms. Six references. (PB)

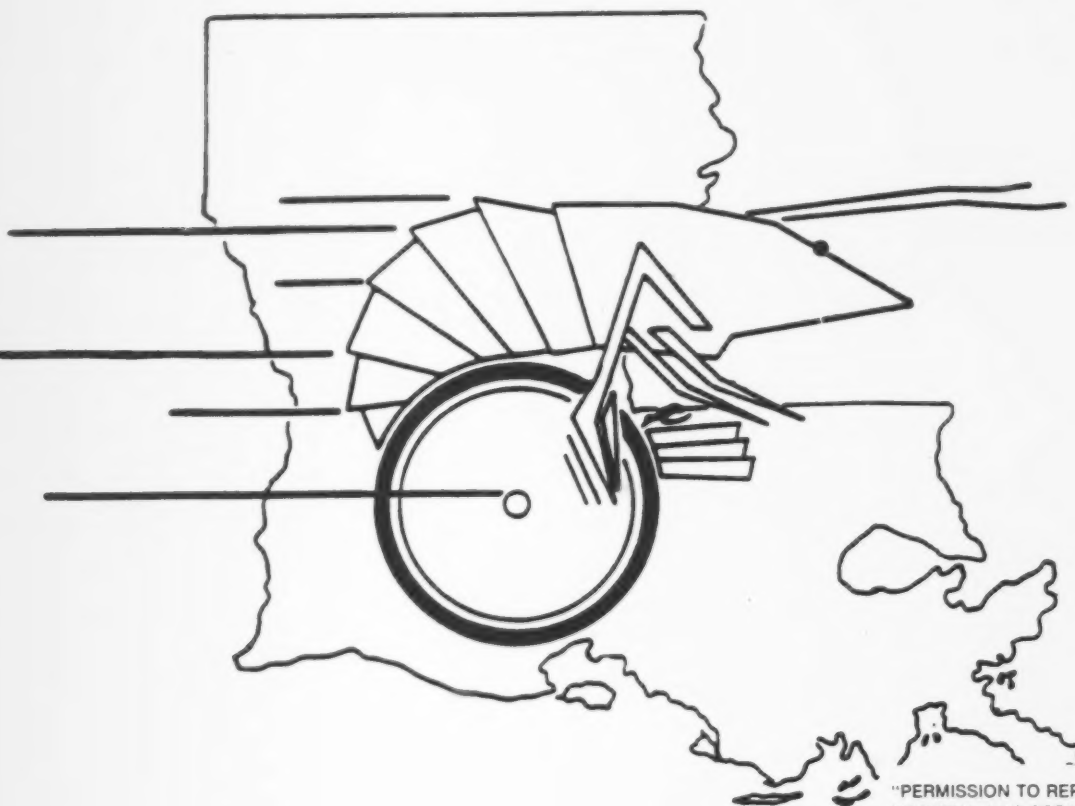
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GUMBO

Louisiana Games Uniting Mind and Body



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Bulletin 1830

**Official Rules, Policies and Procedures
Governing Athletic Competition for the
Physically Disabled**

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PREFACE

The GUMBO HANDBOOK is a resource guide for the conduct of athletic competition for physically disabled students in the State of Louisiana. It contains three segments:

Section I - policies and procedures for
implementation of the project statewide

Section II - official rules for competition

Section III - copies of all of the forms needed
for GUMBO program development

The handbook is the result of the combined efforts of numerous professionals throughout the state. Special thanks are due to the following: Ms. Sis Theuerkauf and Mr. Phil Carpenter, Education and Sports Consultants, Inc., for their commitment of time and expertise in the development of this document, Ms. Sharon Sofford and Ms. Dwan Bridges for their contribution of public relations materials, and to Mrs. Susan Marino for her valuable assistance in streamlining and revising the format of this document.

Finally, we wish to express our appreciation to Superintendent Thomas Clausen and Ms. Elizabeth S. Borel, Assistant Superintendent, Office of Special Educational Services, for their support and assistance in the development of the GUMBO Project in Louisiana.

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Section I

Policies and Procedures

INTRODUCTION

History

The GUMBO GAMES is track and field competition designed for school aged physically handicapped students. The events are not unlike those at any other meet; races, shot put, discus, etc. What makes this event different is the fact that most of the athletes aged 10-18 years, compete using walkers, leg braces, wheelchairs, or have some form of mobility impairment. These individuals are not mentally handicapped. Their eligibility for the competition comes from having conditions such as: spinal cord injuries, cerebral palsy, multiple sclerosis, muscular dystrophy, spina bifida, amputations, posture deviations and most other orthopedic disabilities.

The GUMBO concept was conceived in 1985 by Dr. Jo Ellen Cowden at the University of New Orleans. Dr. Cowden committed hours of her time to nurture, shape and direct the GUMBO CLASSIC through the first two years of its existence. The original program was funded through a State Department of Education, Office of Special Educational Services grant. Dr. Cowden served as the grant director and managed the project from the University of New Orleans campus.

Due to the overwhelming success in New Orleans, and the numerous requests from other areas of the state, in 1987 the Office of Special Educational Services expanded the project to include central and north Louisiana competition sites. The project now offers three regional meets, and in 1989 state level competition will be offered for qualifying students.

Renamed GUMBO GAMES in 1988, the program is totally funded by the Louisiana Department of Education and supervised by the Staff in the Office of Special Educational Services. The major purposes of the program remain twofold:

- 1) to train professionals and parents to properly classify/coach athletes, and
- 2) to develop school-community lifelong programs.

PHILOSOPHY

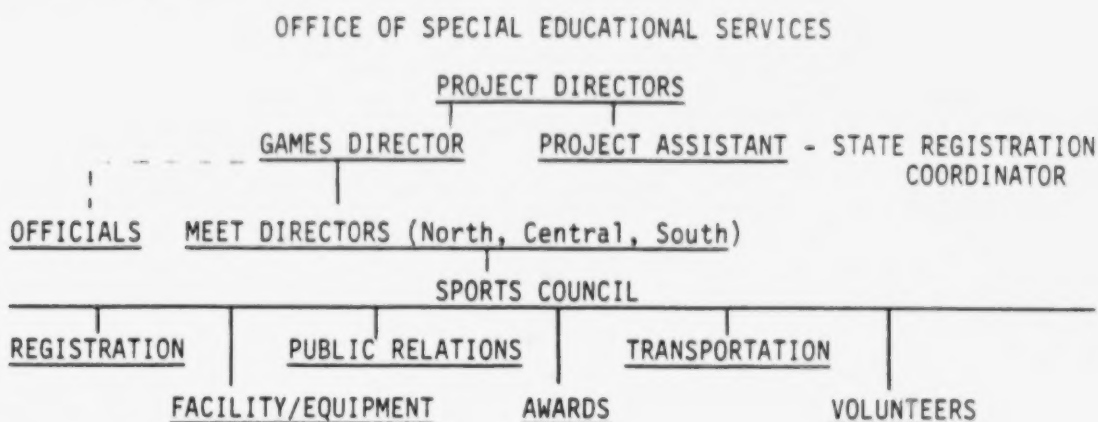
The development of the individual to his fullest potential is the underlying responsibility of any educational program. The GUMBO Project provides the opportunity for disabled youth to experience the lessons learned from winning and losing. In order to learn these lessons an individual must learn to do more than run a race or throw an implement. The entire competitive experience should come as an extension of learning the correct way of performing a skill, knowing the equipment, conditioning the body, and finally of competing.

Goals of the GUMBO Project

1. To provide an educational base in competitive sports techniques for disabled children. This educational base must consist of hands on instruction at the teacher level, student level, and also the development of written materials for use as resources.
2. To provide funding for continuance of competitive programs for physically disabled children.
3. To develop rules and a governing body to oversee and give structure to interscholastic competition for disabled youth.
4. To provide instruction and instructional materials for the adapted physical education teachers for classification and coaching techniques.
5. To develop a classification system which will allow for all children who are physically disabled to compete fairly.
6. To provide instruction of rules for all sports.
7. To develop a statewide system for interscholastic competition for the physically disabled.
8. To provide competitive experiences on the local, regional, and national level.
9. To instruct adapted physical education teachers and their students in a wide variety of sports for the disabled.
10. To develop a program covering techniques, rules, classifications, and coaching strategies to be included in teacher preparation curriculums at the college level.
11. To provide assistance and leadership to community agencies about mainstreaming children into summer programs.

ORGANIZATIONAL STRUCTURE

3.1 Line Chart



Job Descriptions

The following is a summary of job descriptions and responsibilities for all members:

3.2 Project Directors

A. Budgetary

- prepare contracts
- present proposals to the Board of Elementary of Secondary Education
- evaluate performance of games director, meet directors and local sports committees

B. Training

- prepare all materials for coaches, officials, and local sports committee
- determine dates and locations for all training activities
- meet with local training officials to determine needs

C. Equipment/Materials/Supplies

- determine needs, cost and prepare bids for all equipment/supplies
- contract for necessary equipment
- prepare purchase orders for all field equipment
- contact special vocational training centers for miscellaneous items needed

D. Public Relations

- contact local universities for equipment and/or assistance
- prepare public service announcements for television, radio, and newspaper
- arrange appearances for athletes at BESE, television stations, etc.

3.3 Project Assistant

A. Registration for Competition

- responsible for all "mail outs" to coaches, special education supervisors, and parents
- serves as the SDE contact person for all registration activities for all events
- receives all athletic entry forms
- records number of entries, classification
- enters all data (student information) on computer
- records all data on coaches and parish participation
- organizes and prepares athlete's registration packet for each state Meet

B. Training/Policy Manual

- type all materials for training seminars for coaches and officials
- type and collate policy and procedure manual
- prepare all packets for seminars

C. Publicity

- maintain a public relations file on all local articles, pictures, etc.
- coordinate publicity for each state event with local P.R. committee

D. Equipment/Materials/Supplies

- process all purchase orders for equipment, printing and awards

E. General

- serves as contact person in absence of project directors
- maintain a working file/contact list of all coaches and sport committee members in each region
- prepare layout of GUMBO GAMES brochure and arrange for printing
- prepare programs for all events
- travel to and assist in coordinating three area competitions

3.4 State Games Director

- A. Direct Three Regional Meets
 - meet with local Regional Councils
 - visit games sites
 - assist in development of various schedules, plans, etc.
 - o make final decisions on councils actions
- B. Develop Officiating Body
 - conduct Officials Training Workshop
 - certify officials
 - act as referee at all Meets
- C. Improve Skill Level of Competitors
 - present Coaches Training Workshops for GUMBO coaches
 - prepare training manuals
- D. Coach State GUMBO GAMES
 - select State Team along with State Project Director
 - act as Head Coach for State Team
 - prepare workouts
 - arrange for travel, etc., for State Team
 - travel with teams and coordinate other coaches and athletes
- E. Work toward integrating disabled athletes into "able-bodied" sports programs

SPORTS COUNCIL

3.5 Meet Director

- select Sports Council members
- call and chair all meetings
- meet individually with Sports Council members and assist with the various responsibilities
- update State Games Director on progress of Regional Council
- attend all subcommittee meetings, seminars, etc.
- assist coaches with decisions concerning classification
- supervise all activities the day of the Regional Competition

3.6 Registration Chairperson

- work with State Registration Chairperson
- receive projected list of participants
- prepare master list of competitors
- after receiving a master list (final) from State Registration Chairperson, check and assist in preparation of heat sheets
- responsible for "onsite" registration of volunteers, coaches, parents, etc.

3.7 Volunteers Coordinator

- contact and recruit volunteers
- make assignment list for day of competition
- send follow-up letters or call volunteers a week before competition to remind them of assignment
- responsible for arranging for water, ice, tents, etc.

3.8 Official Coordinator

- works with State Games Director to set up training seminars
- contact and recruit for seminar
- send out reminders of seminars
- send out follow-up letters or call all officials within two weeks of the Meet. Remind officials of the time, appropriate dress, and assignments
- supervise registration of officials day of the Meet. Contact State Games Director of any necessary change in assignments

3.9 Equipment and Facilities Coordinator

- list of all equipment - prepare list!
- responsible for storage and sign out of equipment
- check out/in day of Meet
- set up all competition areas
- prepare map of Meet site and provide to Regional Meet Director
- mark all field event areas
- mark slalom courses

3.10 Awards/Records Coordinator

- prepare awards sheets
- Meet/State Record forms for each event
- organize into booklets
- summarize and turn in all results
- order and catalogue awards/medals
- keep "running record" day of Meet
- prepare and distribute awards and packets

3.11 Publicity Coordinator

- contact radio, newspaper, television
- arrange for articles, interviews, etc.
- prepare a "master plan" for PR for the Games
- in charge of opening ceremonies
- be present on Meet day to assist reporters, dignitaries, etc.

3.12 Transportation Coordinator

- evaluate and prepare plan for arrival, disembarking of students, parking, pickup for day of Meet
- prepare and distribute maps with route to, location of, and parking areas for event
- check with each team, prepare list of method of transportation

- check in all buses, etc., on day of event, inform referee and Meet Director when all buses and other athlete transports have arrived
- trouble shoot any transportation problems

3.13 Coaches

The success or failure of the GUMBO Project ultimately rests with the coaches. The coaches have the responsibility of teaching and training the athletes. Without proper preparation, the student will not become AN ATHLETE.

Responsibilities of the Coach:

- A. Classification
 - assure that the athletes are properly classified
 - each athlete may have two classifications (one for track and one for field events)
- B. Training
 - attend training workshops
 - compile training materials/manuals
 - organize training schedules for students
 - learn all rules of the competition
 - teach all rules of the competition to all athletes
 - prepare athletes for the unexpected
- C. Registration and Entry
 - determine which students are eligible to compete
 - follow proper procedures for registration of athletes
 - return completed projection sheets to local Registration Coordinator
 - send completed registration forms to State Registration Coordinator by published deadline
- D. Attend coaches meeting before event (scratch meeting)
- E. Day of Meet (remain calm)
 - pick up packet and check against entry forms for each athlete
 - give proper competition number to correct athlete
 - select a central meeting place for your team
 - have adequate amount of water for team
 - assure athletes are at proper event areas early
 - familiarize yourself with starting times and location of events. TELL YOUR ATHLETES!!!
 - check athletes' equipment

ELIGIBILITY AND CLASSIFICATION

4.1 Eligibility

Children and youth who are physically disabled from conditions such as: spinal cord injuries, cerebral palsy, multiple sclerosis, muscular dystrophy, spina bifida, amputations, posture deviations and most other orthopedic disabilities are considered eligible. Junior level competition includes athletes 10-14 years of age. Children under 10 may compete in this division but will be competing with 10 year old athletes. Senior level competition includes athletes 15-18 years of age. Athletes 19-22 will be allowed to compete if they are enrolled full-time in a special education program within the state. Students who have graduated with a high school diploma or exited an alternative special education program with a certificate of achievement will not be eligible for GUMBO competition.

4.2 Classification Introduction

Athletes competing in the GUMBO Games are to be classified using the GUMBO System regardless of whether they have any other competitive classification (ex: Athletes competing under National Wheelchair Athletic Association may have classification I-A, but would be considered Class 2 or 3 by GUMBO. This is particularly pertinent in Class 8 and 9. The Class 8 athlete is "moderately hemiplegic..." where a Class 9 is "minimally hemiplegic," so disability is hardly recognizable and therefore minimally affects performance.).

The purpose of the GUMBO classification system is to provide a means of grouping athletes to allow for equitable competition. The classification system is a combination of NWAA and NASCP systems with certain modification. Due to the population size of the orthopedically handicapped individuals serviced by the Louisiana schools, the combining of the systems was necessary. No existing system is perfect, and on a national and international level, classification is a most difficult and controversial subject.

The GUMBO System relies heavily on medical description in its classification. However, the actual method of classification turns to a functional approach. This approach to classifying athletes asks for an evaluation of ability to perform a certain skill. The danger with a functional classification system is that it would appear to punish the athlete who trains by placing him in a higher classification. This can be prevented by a highly trained evaluator who understands movement and the physiological basis of what it takes to achieve a movement. The classifier also needs a thorough understanding of the various disabled conditions and their capabilities and limitations. Questions which assist the classifier are:

- Will a certain type of disability ever be able to achieve the degree of range of motion necessary to perform the skill?

- How much arm range or wrist strength is required to effectively put the shot or push a chair?
- Is coordination or is strength the most important element in the activity?
- Does the disability allow for extensive training?

The functional classification system is used exclusively when disabilities not otherwise specifically mentioned in the GUMBO System participate. Examples of these would include amputations at various levels.

4.3 Summary of Functional Classification System

- Class 1 Severe quadriplegic; uses electric wheelchair for daily activities, may use manual assistance.
- Class 2 Severe quadriplegic with limited trunk balance who propels wheelchair with legs or arms due to severe spasticity or a cervical spinal cord lesion.
- Class 3 Moderate quadriplegic cerebral palsy, or quadriplegic spinal cord participant having minimal to moderate use of trunk and upper extremities.
- Class 4 Paraplegic, good upper extremity strength and control; poor balance, weak abdominals; must use wheelchair for events.
- Class 5 Paraplegic, good upper extremity strength and control, good balance, strong abdominals must use wheelchair for events.
- Class 6 Paraplegic, moderate hemiplegic, ambulates and will race using assistive devices. Canes, walkers, and crutches are acceptable. Braces are not considered assistive devices.
- Class 7 Severe triplegic; quadriplegic athetoid cerebral palsy participant, ambulates without assistive devices. Exhibits severe gait deviations and obvious coordination difficulties.
- Class 8 Moderately hemiplegic or moderate to minimal quadriplegic; may have moderate to minimal spasticity in limbs; ambulates without assistive devices.
- Class 9 Minimally involved hemiplegic or very minimally involved quadriplegic; ambulates freely without assistive devices.

4.4 Testing Procedures to Assist in Classifying

Classification is complicated primarily when the athlete does not "fall into" the description for the various classes or is considered a borderline case. Each classification has certain key characteristics which heavily impact on the placing of an athlete into that group. The following tests should help in classifying more efficiently.

4.41 Grip Test

The Grip Test should be administered to Classes 1, 2, 3.

Shake hands with the athlete. Always grip right hand to right; left hand to left.



4.42 Triceps Test

This test should be administered to Classes 1, 2, 3.

Have athlete straighten arm overhead then bend arm at elbow moving hand behind head. Have him lift arm against resistance.



With this test, the examiner will be evaluating the ability to perform the movement described as well as strength. Some athletes will be able to push against resistance, but due to severe spasticity or decreased range of motion, will not have functional use of the triceps (to extended arms during a pushing or throwing movement).

4.43 Balance Test

Evaluation of balance is usually a determining factor in borderline Class 4 or 5; however, balance may also need to be considered in determining Class 2 and 3 with disabilities other than spinal injuries.

Have athlete move to the front of wheelchair and fold arms across his chest.



The examiner should then watch the abdominal area (this will assist evaluation). The abdominal region will "give away" if there is absence or decreased abdominal strength. The examiner must then determine if this is due to lack of use or absence of innervation.

Check balance further by gently pushing athlete from side to side or on the shoulders. Surprise the athlete and evaluate the reaction (abdominals do not "give").

4.44 Trunk Mobility

Test should be used for Classes 4 and 5 non-spinal cord injury athletes or athletes in body jacket.

Have athlete bend forward at the waist as far as he can. Then have athlete turn to the right and the left. Evaluate both of these different movements.

4.45 Gait Evaluation Test

Evaluation of gait is extremely important in determining Classes 7, 8, and 9. Standing balance is also a determining factor. In gait evaluation, however, the evaluator should have the athlete perform the task. Walking as well as running should be tested. Many times it is easier to detect a gait deviation from the front AND rear views. As with the wheelchair athlete, the real difficulty comes in determining the class of the borderline athlete.

4.5 Dual or "Split" Classification

Students can have different classifications for field events and for track events. This is particularly relevant for athletes with Muscular Dystrophy. Generally MD athletes should be classed higher in field events unless there are other characteristics which would make their classification invalid. The decreased endurance will not impact heavily on field events as with track events. An athlete might be classed as a 4 for field events and Class 1 for track and slalom. Uses electric wheelchair.

MEET STRUCTURE

5.1 Summary

Events	Class/Event Eligibility								
	1	2	3	4	5	6	7	8	9
TRACK									
20m	X	X					X		
60m	X	X	X				X		
100m			X	X	X	X		X	
200m			X	X	X	X		X	
400m				X	X			X	
FIELD									
Soft Shot	X	X							
Club Throw		X					X		
Shot Put			X	X		X	X	X	X
Discus			X	X		X	X	X	X
Slalom	X	X	X	X	X				
800m OPEN Ambulatory Race (4:00 minute Qualifying standard for both									
800m OPEN Wheelchair Race Ambulatory and Wheelchair Races)									

5.2 Suggested Schedule of Events

The actual time and order of events will vary at the different Meet locations.

Suggested order and times:

Field Events - 8:30 a.m. - 10 a.m.*
 Slalom 8:30 a.m. - 10:30 a.m.**
 Track 10:30 a.m. - 12:30 p.m.

*One or two Pits may be left open during the track events for late comers.

**The straightaway slalom may easily be continued on the back stretch for a longer period of time if the short distances are run first on the front straight.

5.3 Standard Order of Events for Track

Class 1, 2, 7 - 20m Dash
 Class 1, 2, 3, 7 - 60m Dash
 Class 3, 4, 5, 6, 8, 9 - 100m Dash
 Class 3, 4, 5, 6, 8, 9 - 200m Dash
 Class 4, 5, 8, 9 - 400m Dash
 Class 2 - 5 Open 800m Dash
 Class 7 - 9 Open 800m Dash

5.4 Flight System

Flight 1 - Class 1, 2, 7
20m Dash
60m Dash

800m OPEN RACES

Flight 2 - Class 3, 4, 5
60m Dash
100m Dash
200m Dash
400m Dash

Flight 3 - Class 6, 8, 9
100m Dash
200m Dash
400m Dash

5.5 Awards

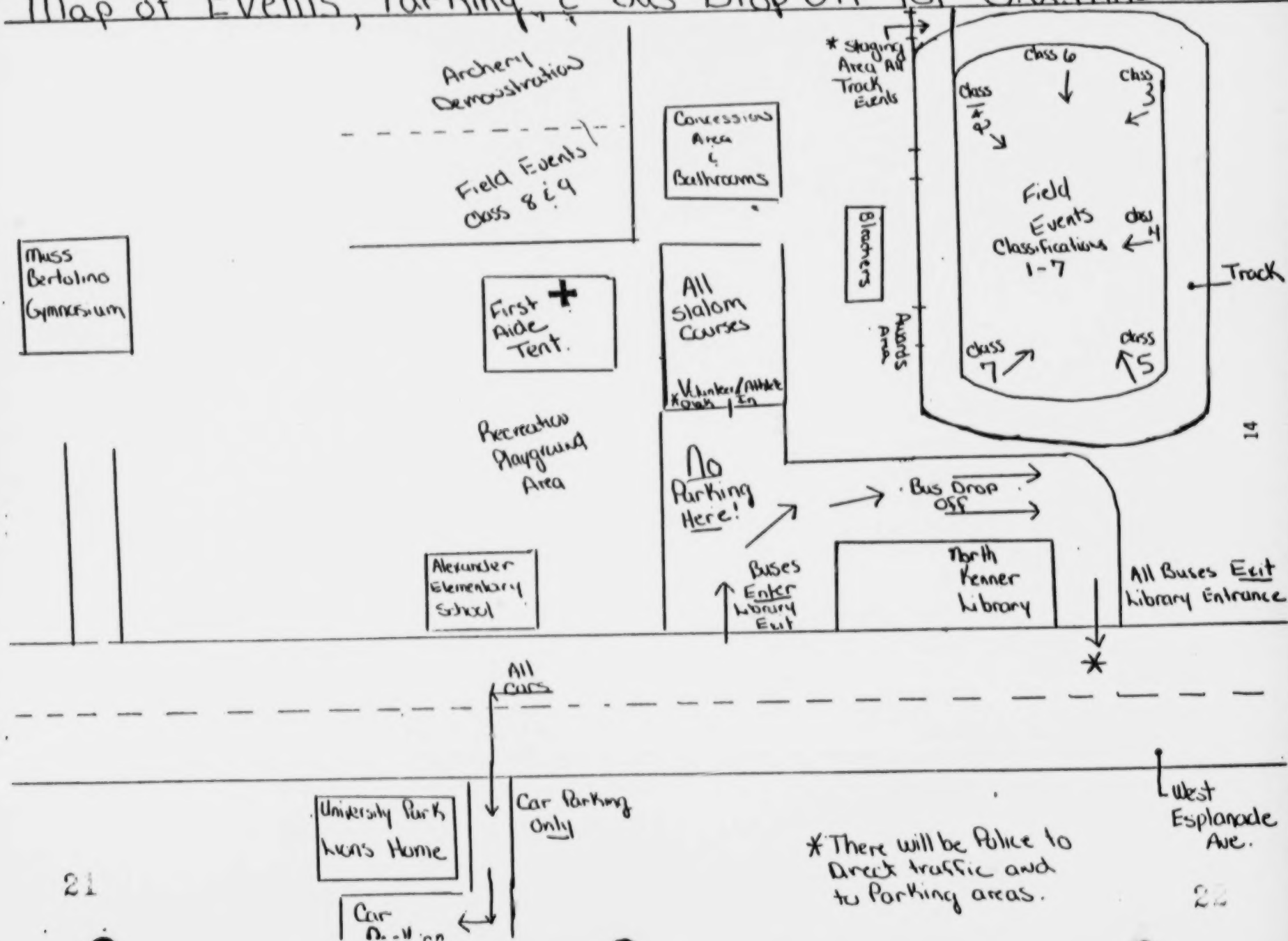
The handling of the awards presentation is left to each individual site. It is STRONGLY suggested, however, that the emphasis is not placed so much on the individual receiving the award, but rather, on the individuals' performance of the activity. The emphasis of the GUMBO Games is on the development of the individual to his fullest potential. In able-bodied competition, the shift has moved from the medal count to time and distance as a measure of excellence. This emphasis on self-achievement as measured by the clock or yardstick is the goal of the GUMBO Games. To win over another individual says nothing of whether the athlete has produced his best effort. Only an improvement in the athlete's own time or distance can measure the progress of that competitor.

5.6 Facility

Suggested Layout of Activities

The following is one suggested layout, however, due to the individuality of the sites, it is recognized that there may be large variances in the facility layout.

Map of Events, Parking, & Bus Drop Off for G.U.M.S.U.



5.7 Sample Activity Calendar for Meet Preparation

- | | |
|---|---|
| 1. Determine Meet dates/
Rain dates | Dates determined by Sept. 1
alternate days in case of rain |
| 2. Board Meetings
Advisory Board made up of
Project Director, State
Games Director, Meet Directors | Summer planning meeting
Winter planning meeting |
| 3. Regional Council Meetings | Minimum of four meetings
before competition |
| 4. Training Workshops | Completed by November 15 |
| 5. Officials Training Workshops | Completed by March 10 |
| 6. Registration forms mailed
by State Department | January 15 |
| 7. Coaches return:
a) Tentative schedule of
participants | February 15 |
| b) Entry forms from regis-
tration packet mailed | February 15 |
| 8. Coach arrange for travel -
reserve buses, etc. | End of January |
| 9. State Registration Chairperson
sends completed computer list
to State Games Director | One month before each
Regional Meet |
| 10. State Games Director sends
tentative list of events/heats
to Meet Director | Two weeks before Meet |
| 11. All Council members prepare
detailed "plan of action"
for each area assigned
(e.g., diagram of facility,
transportation plan) | Second board meeting |
| 12. Local Council recruits
volunteers for each area
of responsibility | On going |
| 13. Follow-up contact of
volunteers by individual
board members | Two weeks before Meet |
| 14. Local Volunteer Coordinator
prepares registration packets | Week of Meet |

- | | |
|--|--|
| 15. Awards/Statistics prepares awards packets | Week of Meet |
| 16. Meet Directors prepare end of year report highlighting strengths, weaknesses, ways to improve Meet and provide to State Games Director | Two weeks after Meet |
| 17. State Games Director prepares final report of Meets | End of May |
| 18. State Team Selection | |
| a) Preliminary | Two weeks after final Regional Meet for Junior Orange Bowl Team
Immediately after last Meet for May Wheelchair Team |
| b) Final Selection | April for May team
June for Jr. Orange Bowl Team |

LIABILITY

6.1 Introduction

The following section has been prepared to assist in answering questions about liability. The overall state preparation of Regional sites has been undertaken with a policy which relies heavily on the theories of risk management and quality control. These concepts are dependent upon advance preparation and evaluation. In regard to the GUMBO Project, the Regional Councils have prepared and collected data for the safe presentation of the competitions on event day. These plans outline in detail the activities that might be potentially dangerous and have attempted to eliminate these problems.

This section is another step in preparing for a safe and successful GUMBO Games. Coaches and administrators are strongly encouraged to follow all suggestions to insure an informed, prepared and conditioned athlete.

6.2 Steps in Preparing Athletes

The following steps are essential in preparing athletes for the GUMBO Games and should be reviewed with the athletes and their parents:

- Evaluate potential health risks in preparing an athletic competition. The intensity of preparation will be higher for athletic competition and will require the individual to practice and challenge himself to new limits. The individual should gradually condition over several months. Athletes should be made aware of potential health risks (i.e., heat exposure or heat stroke, temperature variations and the affects thereof, blisters/abrasions, and the potential for broken limbs).
- Teach all necessary skills in a sound progression. Do not expect an athlete to push a mile before proper techniques are taught as well as lead up activities to the longer distances. Teach chair skills before athlete attempts slalom.

6.3 Warnings

Before beginning activity, the coach should prepare a written "warning" to be signed by the athlete and parents. A warning is not a release, however, it is a means to educate the parents as to the activity the student is preparing for.

To be effective, warnings should:

- specify the inherent risks,
- reach the eventual performer/user, and

- create a three-layered level of comprehension of risk: knowledge, understanding, and appreciation. Performers should know (have a concept of the risk), understand (be aware of the meaning and importance of the risk) and appreciate (be fully aware of the importance, magnitude and implication of the risk)

6.4 Consent and Release from Liability

By registering for participation in the GUMBO Games competition, participants agree to observe in spirit and practice certain conditions for participation from the outset to the conclusion of their registered status. The consent and release form must be signed by the parent or guardian of all participants under the age of 18. See Appendices for a sample form.

PUBLICITY

Many times it becomes necessary to "sell" the GUMBO Program to parents, administrators, and potential financial supporters. The publicity section has been included to assist you in doing so.

7.1 General Information

Before releasing any information about student or projects, secure permission from your principal. Be familiar with:

- the philosophy of the program
- appropriate population; physically disabled students with "normal" intelligence
- DATES
- location
- sponsoring organization: State Department of Education, Office of Special Educational Services
- release of liability and photo releases. Copies of the releases for the GUMBO Games are included in this manual in the Appendices.
- publicity plan. It is essential that you have ideas about the type of publicity you would like to get for your students and school. The Regional Publicity Chairperson will be glad to assist you in this area.

After obtaining permission from the administration at the school, contact the parents of potential athletes and discuss the project with them. Not all parents will want their child highlighted. If resistance is met, use different athletes.

7.2 Media

When contacting radio, newspapers or television have a fact sheet available to send to the media contact. This will go a long way in setting up a quality interview or article.

BEFORE THE INTERVIEW:

- contact parents to secure photo releases and explain project
- prepare athletes
 1. work on skills and performance
 2. familiarize them as to the standard questions:
 - "What does this activity mean to you?"
 - "What do you hope to accomplish by participating in this activity?"
 - "What have you done to prepare for this activity?"
 - "Describe the events you will be doing."
 - "How does this competition differ from able-bodied competition?"
- be familiar with the equipment being used. If students are using racing chairs, they should be able to discuss the uniqueness of this equipment.

The day of the interview:

- Clear the interview with Administration.
- Have a current photo release signed by all those to be interviewed. If working with minors, this MUST BE signed by parents or legal guardian.
- Meet the interviewer at the office and be sure to introduce them to the appropriate administrator.
- Have students prepared to perform activities such as field events or races. The more active the visual shots, the more interesting to the interviewer.

7.3 Follow Up

Always write a thank you letter to anyone who covers your students. Thank you letters from individual students go a long way in helping to acquire future coverage.

7.4 Publicity Samples

The following samples will assist you in preparing for your publicity presentations. Remember the five "w's" (who, what, when, where, why) and the "h" (how).

Sample Press Release

GUMBO GAMES

PRESS RELEASE

PRESS RELEASE

PRESS RELEASE

Friday, April 15, 1988

9 a.m. to 2 p.m.

King's Grant Playground

Harvey, Louisiana

The G.U.M.B.O. GAMES are organized track and field sports events for physically disabled students in the State of Louisiana. Individuals who are NOT mentally handicapped but who are physically challenged are eligible for competition. Examples of conditions eligible are: cerebral palsy, spinal cord injuries, multiple sclerosis, muscular dystrophy, spina bifida, arthrogryposis, amputations, posture deviations, and most other orthopedically limiting conditions.

The G.U.M.B.O. GAMES provide sports competition in three areas of the state for physically disabled students (approximate age 10-18). The sports classification systems of the NASCP (National Association of Sports for Cerebral Palsy) and NWAA (National Wheelchair Athletic Association) have been combined into nine classes for track and field competition.

Athletes may qualify for regional and national competitions and utilize the training experience to compete in local road races.

The event is sponsored by the Louisiana Department of Education, Office of Special Educational Services. The G.U.M.B.O. Games are an end product of a Special Education Grant which was housed at the University of New Orleans. The Project Director was Dr. Jo Cowden who contributed endless hours to shape and direct the competition in New Orleans for the first two years of its existence. Sponsors who have collaborated over a three year period in the New Orleans area to support the G.U.M.B.O. GAMES are: Office of Special Educational Services and the Lions and Lionesses of Kenner, Louisiana, Zone 6B. These clubs include: Kenner Central Lions and Lionesses; Kenner Lions and Lionesses; Chateau Lions and Lionesses; and University Park Lions and Lionesses.

The southern G.U.M.B.O. GAMES track and field Meet Directors are Sis Theuerkauf and Phil Carpenter, Education/Sports Consultants, Inc. For information regarding the event, contact Sis Theuerkauf, Meet Director, at (504) 394-0949.

SAMPLE BROCHURES

Facts about GUMBO GAMES

What is the GUMBO GAMES?

The GUMBO GAMES is interscholastic athletic competition designed for school aged physically handicapped students.

What is the purpose of the GUMBO GAMES?

To develop school and community lifelong athletic programs and to train professionals and parents to properly coach athletics.

Who may participate?

Individuals age 10 through 18, but who are NOT mentally handicapped are eligible for competition.

Some examples are: spinal cord injuries, cerebral palsy, multiple sclerosis, muscular dystrophy, spina bifida, amputations, posture deviations, and most other orthopedic disabilities.

In what areas will the GUMBO GAMES be held?

North, Central, and South Louisiana

Games Uniting Mind and Body

G.U.M.B.O.

GUMBO IS:

Athletic competition

For Physically Disabled Persons

Track and Field Competition

Interscholastic Sports Competition

GUMBO IS NOT:

Special Olympics

For the Mentally Handicapped

A Field Day

Adapted Physical Education

SAMPLE PRESS RELEASE WITH PHOTO

They may not be the fastest or the strongest or the most able-bodied athletes to enter an interscholastic sports competition, but they have more heart than most.

The Games Uniting Mind and Body O GAMES is sponsored by the Louisiana Department of Education and provides interscholastic sports competition for physically impaired children and youth with normal intelligence.

They will compete in track and field events such as the 100 meter race, the discuss throw, shot put, and relays. The only difference in this track meet and other track meet is the fact that these athletes will compete from wheelchairs, walkers, and with leg braces.

The GUMBO GAMES is offered statewide hosting three regional events. The regional areas are Shreveport, Alexandria, and New Orleans.

Winners from the GUMBO GAMES are selected for the "Louisiana Mudbugs" team as members to participate in national competitions.

STATE TEAM SELECTION

Introduction

One of the goals of the GUMBO Games is:

"To provide competitive experiences on the local, regional and national levels"

With this goal in mind, State teams will be selected to compete in various competition out-of-state. That selection process will adhere to the following guidelines:

1. Preliminary qualifying procedure - The initial selection of athletes will be made in accordance with a point system:
 - 5 points - for achieving a State Record
 - 3 points - first place
 - 2 points - second place
 - 1 point - third place
 - 3 bonus points - exceeds qualifying Standard in Open Division Competition

The preliminary qualifying team will then be screened by a panel consisting of the State Project Director, the State Games Director and a Regional Meet Director for the following:

- a. correctness of classification
 - b. quality of event field
 - c. academic performance
 - d. school attendance
2. The final step in the selection process will require:
 - a. one letter of personal recommendation (the letter must be written by a school system administrator);
 - b. personal interview with the athlete and his/her parents or legal guardian to be conducted by either the State Meet Director or the local Meet Director.

OUT-OF-STATE COMPETITION

Competitions for the 1987-88 season were the Junior Orange Bowl held in Miami, Florida, in December and the Southwest Wheelchair Athletic Association's Regional Competition held in Dallas, Texas. These competitions were selected because they offered participation with athletes of varying disabilities from other parts of the country.

The Junior Orange Bowl is an International Competition for athletes from all over the United States, Canada, England, and Puerto Rico. The competition is open to all spinal lesion, blind, amputee, cerebral palsy

and Les Autres athletes, 21 years or younger who are elementary, junior high or high school. The event offers not only athletic competition to a variety of disabled athletes but also provides excellent social interactions by allowing the athletes to meet other athletes from varying cultures and backgrounds. The competitions are divided into novice and advanced levels which gives an opportunity to compete against individuals with similar disabilities as well as exposure to new athletes and highly trained competitors.

The SWAA competition at the University of Texas Arlington is a National Wheelchair Athletic Association event. The competition is open to individuals who use wheelchairs to compete in sports events. The events in this competition range from archery to track and field. Upon the achievement of meeting national qualifying times and distances at this event will qualify the athlete for the Junior National Competition.

Section II

Official Rules

The GUMBO Rules have been compiled and adapted from the Official Rules of the National Wheelchair Athletic Association (NWAA), National Association of Cerebral Palsy (NACP), and the International Stoke-Mandeville Games Federation. All GUMBO competitions shall be conducted strictly according to these rules.

GUMBO CLASSIFICATION

- Class 1 Severe quadriplegic or other disability; uses electric wheelchair for daily activities.
- Class 2 Severe quadriplegic with limited trunk balance who propels wheelchair with legs or arms due to severe spasticity or a high cervical spinal cord lesion. Absence of functional use of triceps, absence or weak grip strength.
- Class 3 Moderate quadriplegic cerebral palsy or low cervical spinal cord injured participant having minimal to moderate use of trunk and upper extremities.
- Class 4 Paraplegics, good upper body strength and control, poor balance, weak abdominals. Must use wheelchair for racing.
- Class 5 Paraplegics, good upper body strength and control, strong abdominals, good balance. Must use wheelchair for racing.
- Class 6 Paraplegic, moderate hemiplegic, ambulates and will race with assistive device. Canes, walkers, and crutches are acceptable. Braces are not considered assistive devices.
- Class 7 Severe triplegic, quadraplegic athetoid cerebral palsy participants, ambulates without assistive devices. Exhibits severe gait deviations and obvious coordination difficulty.
- Class 8 Moderately hemiplegic or moderately to minimal quadraplegia may have moderate to minimal spasticity in limbs; ambulates without assistive devices.
- Class 9 Minimally involved hemiplegic or very minimally involved quadraplegic; ambulates freely without assistive devices.

GUMBO DIVISIONS

Junior Division

Competition for athletes ages 10-14. Athletes under 10 may compete in this division but will compete with 10 year olds. Competition is not separated by male and female.

Senior Division

Competition for athletes 15-18 or 22 if enrolled full-time in a special education program within the state. Competition is not separated by male and female.

RULES FOR EQUIPMENT, EVENTS AND EVENT AREAS

RULE 1. Field Equipment Summary

<u>Class</u>	<u>Soft Shot</u>	<u>Club</u>	<u>Shotput</u>	<u>Discus</u>
1,2 Jr./Sr.	4" X 4" (4 oz.)			
2,7 Jr./Sr.		Plastic Bowling Pin		
3,4,5,6,7 Jr. 3 Sr.			2 Kilo (4 lb. 6 oz.)	1K
8,9 Jr. 4,5,6,7,8,9 Sr.			3 Kilo (6 lb. 10 oz.)	1K

RULE 2. Athletic Events Summary

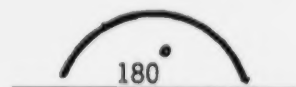
<u>CLASS</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>	<u>9</u>
Event									
20m Race	X	X					X		
60m Race	X	X	X				X		
100m Race			X	X	X	X		X	X
200m Race			X	X	X	X		X	X
400m Race				X	X	X		X	X
Soft Shot	X	X							
Club Throw		X					X		
Shotput			X	X	X	X	X	X	X
Discus			X	X	X	X	X	X	X
Slalom	X	X	X	X	X				

800m Open Race (Ambulatory) - 4:00 Minute Qualifying Time

800m Open Race (Wheelchair) - 4:00 Minute Qualifying Time

RULE 3. Field Pits - General

3.4 Soft Shot Pit



Field

3.5 The Throwing sector shall be a 180° angle.

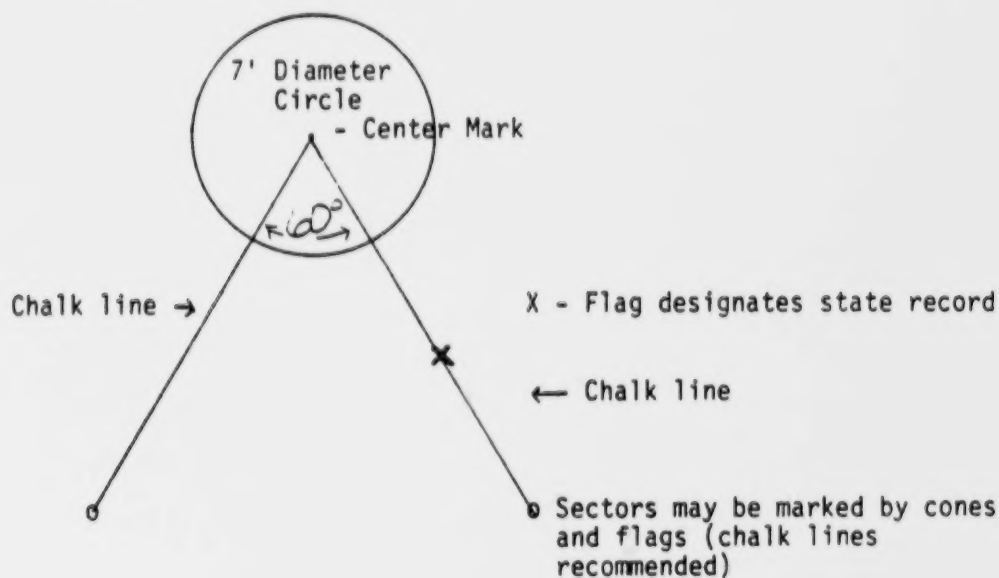
3.6 The athlete may throw from anywhere behind the line.

3.7 All other pits shall be a circle 7' in diameter. The center of the circle should be marked to assist in measurement of throwing distances. (See Diagram)

3.81 Throwing sectors shall be 60°.

- 3.82 Throwing sectors shall be marked with either cones or chalk lines (chalk lines are preferred).
- 3.83 The 60° sector shall be marked using the center of the circle from which to mark the angle.

Diagram - All other Pits (Rule 3)



RULE 4. Track - General

- 4.1 A standard 400m track shall be used for track events. The measurements should be certified by the State High School Officials Association.
- 4.2 Additional markings will have to be added for starting lines. They are:
- 20m Dash Start
 - 60m Dash Start
- 4.3 The track shall have a hard paved surface with 10 meters of unobstructed track after the finish line. (Cinder tracks are not to be used.) An eight-lane track is preferred, however, fewer lanes can be used.

RULE 5. Slalom - General

The Slalom event for Classes 1, 2, 3 will be run as it is done internationally, in a straight line. The gates and obstacles shall be placed in a long series. It is also done on two parallel courses where athletes compete simultaneously.

5.1 Slalom course for Class 1, 2, 3

Key + + - Forward Gate 36" wide
 x x - Reverse Gate 36" wide

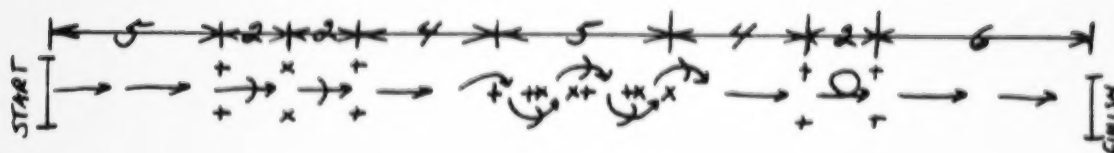
→ - Direction of route

○→ - Full turn

↪ - Half turn

← 5 → - Distance in meters

The course shall be 30m in total length.



5.2 Slalom course for Class 4, 5 with ramps and obstacles.

The course will be the same for both classes with few exceptions. These exceptions are: the high ramp (Class 5) will be replaced by a gate for Class 4. The stair ramp for Class 5 will also be replaced by a gate for Class 4.

Key

+ + - Forward Gate

x x - Reverse Gate

→ - Direction of Route

○→ - Full Turn

↪ - Half Turn

← → - Distance in Meters

A) Platform

B) High Ramp

C) Low Ramp

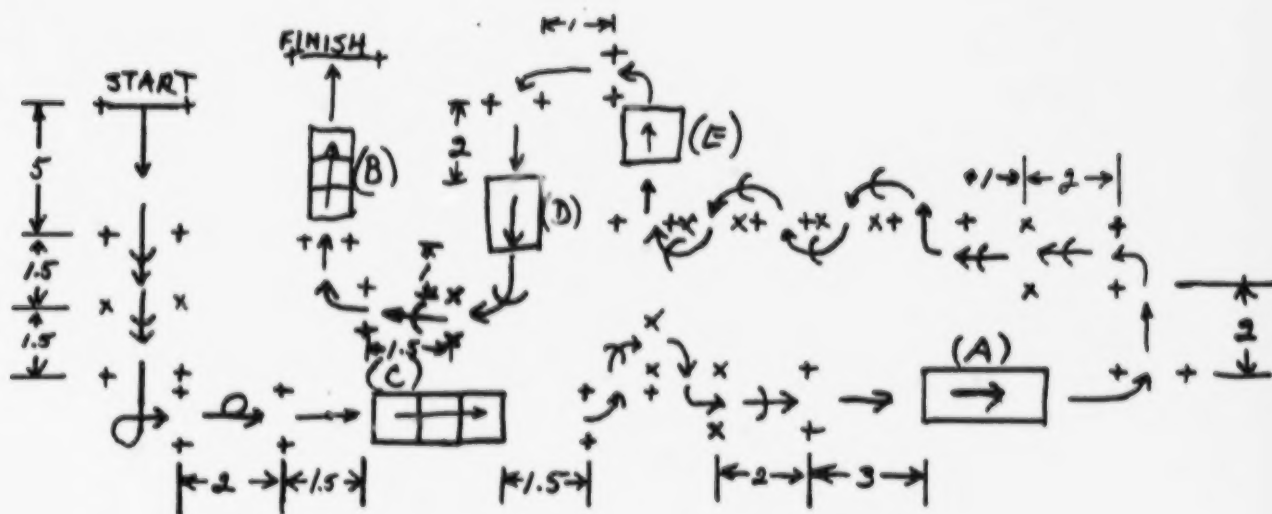
D) Tilt Ramp

E) Soft Platform

F) Open Bridge Ramp (not to be used in 1988)

G) Stair Ramp

Slalom course



SPECIFIC EQUIPMENT RULES

RULE 6. Soft Shot

- 6.1 Class 1 and 2 athletes shall throw the soft shot.
- 6.2 The dimensions of the soft shot shall be 4" X 4" square.
- 6.3 The weight of the soft shot shall be 4 oz.

RULE 7. Shotput

- 7.1 All shots shall be a solid metal sphere no softer than brass.
- 7.2 Junior Classes 3, 4, 5, 6, 7 and Senior Class 3 shall throw a 2 Kilo (4 lb. 6 oz.) shot.
- 7.3 Junior Class 8 and 9 and Senior Class 4, 5, 6, 7, 8, 9 shall throw a 3 Kilo Shot (6 lb. 10 oz.).

RULE 8. Discus

- 8.1 All classes throwing the discus will use the women's discus.
(1 Kilo)

RULE 9. Club

- 9.1 Class 2 and 7 Junior and Senior will throw the club.
- 9.2 The club shall be made of hollow plastic. It shall be the same shape and size as a Regulation bowling pin.

GUMBO RULES GOVERNING WHEELCHAIRS

RULE 10. Field Event Wheelchairs

- 10.1 The large wheels shall not exceed 26" in diameter.
- 10.2 The maximum height of the seat rails shall be 21" from the ground.
- 10.3 A cushion may be used above the seat rail with a maximum thickness of 4 inches.
- 10.4 The athlete may not secure himself/herself to the wheelchair.
Exceptions to this rule must be approved PRIOR to the competition and must be documented on the classification forms. Medical/physical need must be established.

RULE 11. Track and Slalom Wheelchairs

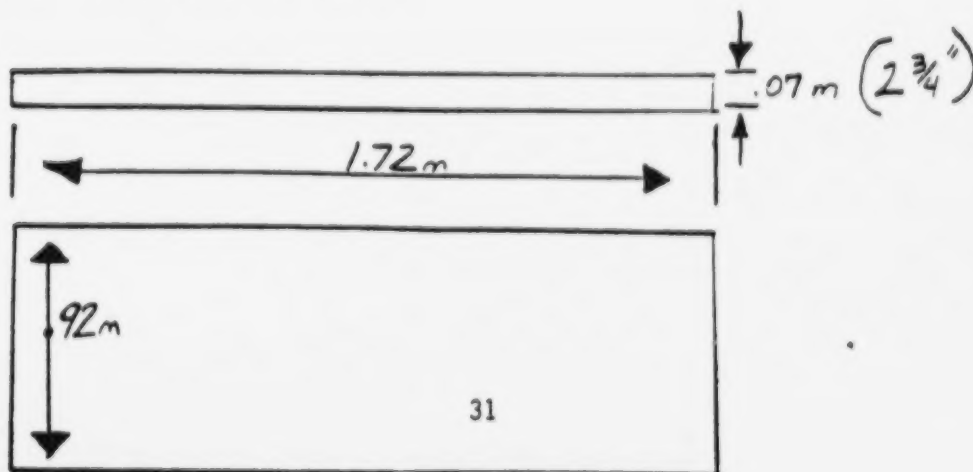
- 11.1 Class 1 athletes shall use electric wheelchairs for all track and slalom events.
- 11.2 Classes 1, 2, 3, 4, 5 may use electric wheelchairs for field events.
- 11.3 The wheelchair shall have four wheels. Two large "drive" wheels and two caster wheels for steering.
- 11.4 Provisions must be made to secure the feet during track and slalom events. Feet will not be allowed to "dangle" freely. This rule does not apply to bilateral amputees.
- 11.5 Only one handrim may be attached to each wheel.
- 11.6 The maximum length of the wheelchair shall be 120 cm.
- 11.7 The drive wheels shall measure no larger than 70 cm (27 9/16").
- 11.8 Anti-tip casters are permitted.

RULE 12. Assistive Track Devices

- 12.1 Class 6 athletes must use assistive devices for track. These include crutches, canes, and walkers. Braces, whether long or short, are considered part of the athlete and ARE NOT CONSIDERED ASSISTIVE DEVICES.
- 12.2 The maximum width for any assistive device shall not exceed the width of two track lanes (approximately five feet).

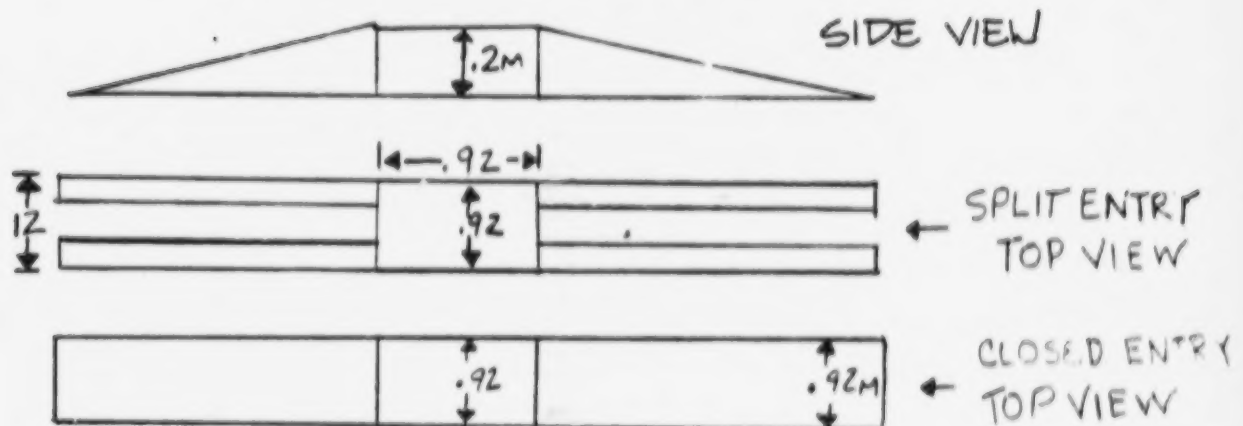
RULE 13. Slalom Ramps

13.1 Rectangular Box Diagram

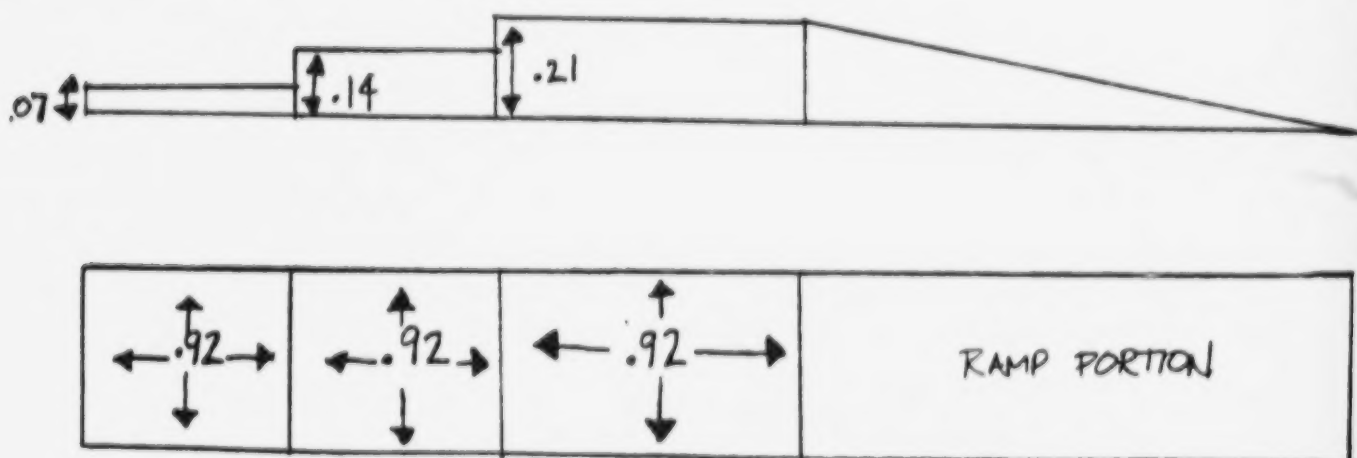


13.2 Ramps and Platform Diagram

	Low Ramp	High Ramp
Length of entry/exit ramp	2.4m	1.7m
Length of platform	.92m	.92m
Height of platform	0.2m	0.3m

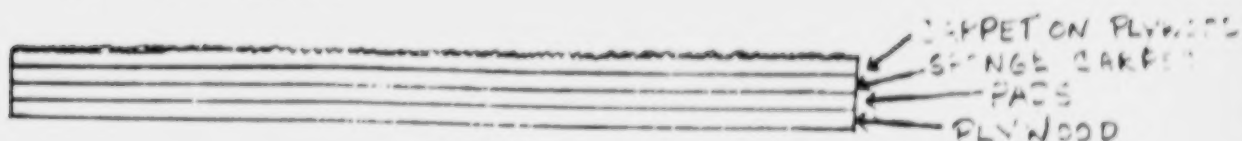


13.3 Stair Platform and Off Ramp

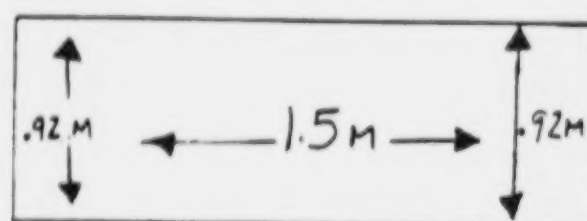


Stair step platforms are separate boxes that connect as with ramps.

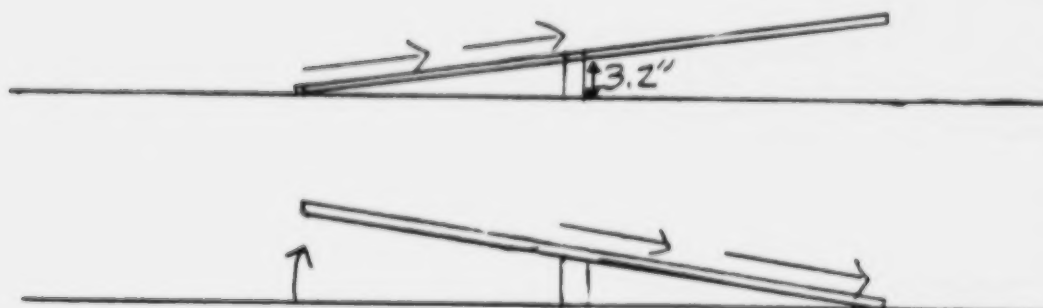
13.4 Soft Platform



13.5 Tilt Ramp



TOP VIEW



GUMBO RULES FOR COMPETITION

Rule 14. All GUMBO GAMES Regional and State Competitions must be conducted under GUMBO Rules.

Rule 15. Each Team/individual competing in the GUMBO Games must follow proper procedures as outlined in the Policy and Procedures Manual for Classification and Entry into the State and Regional Meets.

Rule 16. Coaches/Classifiers are to classify and measure their athletes' functional ability according to optimal performance. Any attempt by the coach or athlete to distort his abilities during classification can result in his/her barring from participation in the GUMBO Games.

Rule 17. Scratches

17.1 Each Team/Competitor must have a representative present at the Scratch Meeting. Failure to do so may result in the competitor or competitors being scratched from the Meet.

17.2 Failure to scratch an individual before the beginning of the event without valid reason will result in the competitor being scratched from the remainder of the Meet.

17.3 Last minute scratches must be turned in to the Scratch Table.

Rule 18. Clothing and Numbers

18.1 Competitors must wear clothing that reflects the athletic credibility of disabled athletics. A plain athletic jersey or team uniform is preferred. The small mark of the clothing manufacturer or sponsor is allowed. Clothing advertising nonathletic products such as beer or cigarettes will not be allowed. The Meet Referee is the final authority regarding appropriateness of attire.

18.2 Numbers which have been provided must be worn throughout competition. One number should clearly be displayed on the front, the other number on the back of the athlete or chair.

Rule 19. Event Priority

19.1 If a competitor is entered in track, field and slalom events which are occurring simultaneously, the judge may allow the athlete to throw his field event and/or run the slalom prior to the start of competition. Track events take precedence over all other scheduled events.

19.2 If the competitor misses third call in his track event, he will be scratched.

19.3 If the competitor or his representative fails to report to the field/slalom official that he will be late to throw/run due to a track event being scheduled simultaneously, he may be scratched.

Rule 20. Final Authority

- 20.1 The referee shall have the authority to reschedule or rerun an event if, in his opinion, the conditions warrant it.

Rule 21. Records

- 21.1 Track records must be timed by the official time keepers.
- 21.2 No record may stand if any rule affecting that event was broken.
- 21.3 A list of all State and Regional Records shall be maintained by the State Department of Education, Office of Special Educational Services Project Coordinator. These records shall be updated at the end of the GUMBO season and record holders and their schools notified.
- 21.4 In measuring the distances of putting or throwing events, the head official of the pit must hold the tape recording that distance at the circle or scratch line.

Rule 22. Coaching

- 22.1 Any competitor who is coached from the side or paced by coaches or staffing during a race or throw will be disqualified.
- 22.2 Exceptions to the coaching rule will be legally blind athletes needing auditory assistance. The "Legal" definition of blindness uses the standard that a person is blind if his vision is 20/200.

Rule 23. Event Eligibility

- 23.1 Athletes may enter three events including the slalom.
- 23.2 Athletes may compete in a higher classification but may not move down to a lower classification.
- 23.3 Athletes may have two different classifications (split classification) for track and field (slalom class is the same as track).

Rule 24. Specific Rules for Field Events

- 24.1 There will be nine staging areas, unless the meet directors feel that combining of classes will expedite the running of the event.
- 24.2 Class 1 cannot be combined with any other class.
- 24.3 Class 1 sectors will be determined by a 180° angle.
- 24.4 The throwing sector for all other classes will use boundaries determined by a 60° angle.
- 24.5 All field events will be conducted in a throwing circle or from behind a foul line.
- 24.6 The competitor must stay within the circle or behind the foul line throughout the performance of the throw.
- 24.7 Classes 1, 2, 3, 4, 5 must throw/put seated in a chair. The chair may face any direction as long as it remains in the circle/behind the foul line.
- 24.8 The hips/buttocks must maintain contact with the chair seat throughout the throw/put. The buttocks may leave the seat after the implement has left the hand.

- 24.9 After the implement has left the hand the athlete may touch the ground within the throwing circle, however, any contact with the ground outside the circle will be reason for disqualification of that throw/put.
- 24.10 The footrest may extend over the line or footboard but must not contact the ground outside the circle.
- 24.11 All the above ground touch rules apply to assistive devices for Class 6 and to legs, body, etc., for 7, 8, 9.
- 24.12 Athletes are allowed practice throws outside of the throwing pit to warm-up, however, once their name has been called and they move to the throwing pit, they are allowed no warm-up throws.
- 24.13 Two attempts will be given each competitor.
- 24.14 Time Limits - The athlete will have 30 seconds to throw once the implement is in his hand. Exceeding the time limit will result in a foul for that attempt.
- 24.15 Once the athlete is in the throwing circle/behind the line, both attempts shall be made. The athlete may also elect to throw both field events at that time if entered in two events.
- 24.16 A flag shall mark existing State/Regional Records for each event.
- 24.17 The judgement of the officials based upon "Unfair Physical Advantage" is final.
- 24.18 A designated official may hold the chair for Classes 1, 2, 3, 4, 5 or a mechanical holder may be used.
- 24.19 The competitor will be credited with his/her best throw/put.
- 24.20 If any mechanical problem occurs such as the implement breaking or the mechanical chair holder breaking, the athlete may attempt that throw/put again.
- 24.21 For a legal attempt, the implement must strike the ground within the sector lines. If the implement touches the sector line, it shall be considered a fault (illegal attempt).
- 24.22 No device such as gloves or tape will be allowed on the hands. (An exception would be to bandage a blister or open wound; however, fingers may not be taped together under any circumstances.)
- 24.23 Any substance such as "stickum" may be sprayed on the hands, but this must be done outside the circle.
- 24.24 When a tie exists in field events where the winner is determined by the best throw, the winner will be decided by a second attempt.
- 24.25 All attempts must be made with official implements approved by the Chief of Officials or Referee.
- 24.26 Soft Shot - 180° sector from the center point of the foul line. The implement may be placed in the competitor's "hand".
- 24.27 The measurement of a legal throw shall be from the nearest edge of the point of contact made by the implement to the center point of the foul line.
- 24.28 Foul Throw
- The soft shot falls on or outside the lines marking the sector.
 - Unknowingly throws an unapproved shot.
 - Commits any other aforementioned violation.
- 24.29 Legal attempts in a 60° sector shall be measured from the nearest edge of the point of contact made by the implement to the inside edge of the circle along an extended radius of the circle.

- 24.30 Club - Foul Throw
- If the implement lands on or outside the sector lines.
 - An unapproved implement is thrown.
 - Any aforementioned violation occurs.
- 24.31 Shotput - A legal PUT must be executed from the shoulder with one hand. The shot must touch or be in close proximity of the chin, crook of the neck. The hand must remain below this position during the action of putting. The shot must not be brought behind the line of the shoulders. Some latitude can be given to Class 3, but this does not mean that the elbow is allowed to move in front of the shot as this constitutes a throw.
- 24.32 Discus - A legal throw is any throw which is thrown from the circle into the legal sector without committing a foul.
- 24.33 It is not a foul if the foot of the competitor swings outside of the circle without touching it or the ground.

Rule 25. Specific Rules for Track

- 25.1 Wheelchair races will not be run simultaneously with ambulatory races or assistive device races except in the case of the Open 800m which may be run simultaneously depending upon the number of entries.
- 25.2 The Open 800m for wheelchairs as well as for ambulatory athletes will have a 4:00 minute qualifying time. This time must have been achieved on a standard 400m track.
- 25.3 There will be three calls for each track event. First call for athletes to report to the staging area; second call for athletes who should be lined up, and third call as athletes take their racing positions. At the time of the third call, the athlete must be at the line ready to race. Failure to do so will result in a scratch.
- 25.4 The Start - All races through 400 meters will be started with three commands:
- "On your mark" - All athletes will approach the starting line and prepare to race. Wheelchairs will line up at an imaginary plane from the nearest edge of the start line to the front tire. Ambulatory and assistive devices must line up behind the nearest edge of the start line without hands, feet or assistive device touching or over the line.
Note: Wheelchair foot platforms may extend over the line.
 - "Runners Set" - Athletes must remain motionless. The starter will not give the "set" command until athletes have time to prepare themselves. The starter must also consider disability when determining motionlessness.
 - Whistle sound and Flag drop - The timers shall begin their watches at the beginning of the drop of the flag.
- 25.5 Classes 8 and 9 may use starting blocks.
- 25.6 All 200m and 400m races shall be started using a staggered starting line.
- 25.7 All races greater than 400m shall be started upon the "Waterfall." 800m races and longer shall use a two command start.
- "Runners set"
 - Whistle/Flag

- 25.8 If the starter instructs any athlete after the "Set" command is given, all athletes shall be released and the start sequence begun again.
- 25.9 False Starts shall be called for:
- failure to follow any of the commands
 - any undue movement once "Set" is called
 - starting before the whistle/flag
- 25.10 Athletes will be allowed only one false start and shall be disqualified from the race upon a second false start.
- 25.11 Only the athlete who initiates a false start will be charged with the foul.
- 25.12 The athlete committing the false start foul must be warned by the starter.
- 25.13 If the Starter or Assistant feels the start was unfair, he may recall with two blasts of the whistle.
- 25.14 The finish - An athlete will have finished the race the moment the plane of the finish line is broken by an imaginary line which extends from the front of the front caster wheel, the body (not to include the hands and arms of ambulatory runners; and hands, arms, and assistive devices of those athletes using assistive devices).
- 25.15 Athletes will be disqualified for lane violations in all 20m, 60m, 100m, 200m, 400m races. Those violations are:
- Failure to have all four wheels within the assigned lane at the finish of the race.
Runners must finish with both feet in their lane.
Runners with assistive devices will be assigned two adjacent lanes and must finish within those two lanes.
 - Athletes may stray from their designated lane and return to that lane during the race (except on the curve during the 200m and 400m races) and not be disqualified. However, if the athlete impedes another athlete during the time which he has left his assigned lane (as determined by the officials) the athlete will be disqualified.
 - In the 200m and 400m races, all athletes must remain in their lane during the turns. More than three revolutions of the wheel (approximately 19 feet) run on the inside of the assigned lane constitutes an "unfair material advantage" and shall result in disqualification.
- 25.16 Winners will be determined by the overall fastest time, not by the winners of each heat.
- 25.17 Due to the wide crutch gait of Class 6, these athletes will be using alternate lane assignments. The assistive device is restricted to the width of two lanes.
- Note: Assigning two lanes to electric wheelchairs is recommended where practical.

Rule 26. Timekeeping - Two methods of timing shall be recognized: hand timing and fully automatic electrical timing.

26.1 Hand Time

- Hand time shall be taken by two Timekeepers using manually operated electronic timers or stop watches.
- The Chief Timer shall time the winner of the event also with two other timers.
- The Timers will be assigned so that there are two Timers per lane.
- The Timers shall record their times independently. The Chief Timer will then ask for each lane time. If the Timers have the same time, then that time will be recorded. If the two Timers have disagreeing times, the slowest will be recorded, except in the event that it was the winning time where the Chief Timer's time will be used.

26.2 Fully Automatic Electrical Timing

- Fully automatic time must utilize equipment which is fully automatic and records finish times automatically.
- The Chief Timer shall be responsible for the operating and the recording of results.
- Backup timers will be used in the event of technical failure. Rules for hand timing will then apply.

26.3 Three (3) Place Pickers will be used to determine the outcome in the case of "time ties," or apparent tie races. Their decision will be accepted over the times with the Referee making the ultimate decision.

Rule 27. Slalom

- 27.1 Slalom is considered a track event and therefore subject to track rules where applicable.
- 27.2 The slalom is a course that contains a series of directional changes and obstacles such as those found in everyday life. The course shall be clearly marked with arrows and color coded gates and is performed against time.
- 27.3 The start shall be as other track events with a flag and whistle. The front wheels will be aligned upon the start line and will also determine the stopping of the clock at the finish.
- 27.4 If a competitor is assisted in any way by spotters, or falls to the ground, he/she will be disqualified. Touching the ground with the hands or other part of the body to prevent falling is not cause in itself for disqualification.
- 27.5 Classes participating in the slalom are all wheelchair Classes 1, 2, 3, 4, 5.
- 27.6 Forward gates and reverse gates shall be designated by different colors.
- 27.7 The standardized slalom courses will be used in all Regional and State Meets.
- 27.8 The competitor with the shortest total elapsed time will be the winner of the event (including the addition of all penalties). If an exact tie exists, the athlete with the fewest faults will be the winner.

Rule 28. Penalties

- 28.1 Incorrect Course - 10 seconds per incorrect gate
- 28.2 Incorrect Course - Disqualification if the athlete fails to resume the prescribed course before reaching the finish.
- 28.3 Touching a gate - one second
- 28.4 Falling to the ground or receiving assistance from spotters - Disqualification

Rule 29. Protests

- 29.1 Protests concerning the status of an athlete to compete in a contest should be made prior to the athlete's competing (classification protest). If the competition begins, the athlete cannot be disqualified from that competition, but can be protected for subsequent competitions.
- 29.2 Protests which relate to matters which occur during the competition (rules protest) must be made immediately at the completion of the event in question. No protest will be accepted if filed later than 15 minutes after the event is completed.
- 29.3 All protests must be in writing on the official protest form and submitted to the Referee or Meet Director.
- 29.4 The Referee will make all decisions on point of rules.
- 29.5 No other official shall discuss such protest with any person or shall make a determination on a protest.

Rule 30. Officials' Responsibilities

TRACK

- 30.1 Referee - Makes all final decisions concerning rules and infractions.
- 30.2 Chief Starter - Controls participants after they have been assigned to him by the Clerk of the Course.
- 30.3 Assistant Starter - Assists the Starter primarily by checking wheel position, foot positions, assistive devices, and shall be positioned behind the racers at the start to determine false starts.
- 30.4 Clerk of the Course - have all names and lane assignments (heat sheets) of all contestants in each event.
 - Shall scratch racers not reporting to him by third call; shall notify chief timer and announcer of those scratches.
 - Shall combine heats and adjust lane assignments when appropriate. Notify Chief Timer of same.
- 30.5 Assistant Clerk of the Course - Assist Clerk
 - Line up successive heats to assure smooth rapid progression of heats.
 - Assist the Clerk
- 30.6 Chief Timer - Instruct Timers
 - Record times on master sheet.
 - Time first place finishers as backup watch.
 - Check all watches in event of record times, record times on appropriate forms, have Timers sign these sheets (to be done at first break so as not to slow the Meet progress).

- Make corrections and adjustments as instructed by Clerk of the Course.
- 30.7 Timers - Time all assigned races and athletes (lanes); NOT to clear watches until instructed by Chief Timer.
- 30.8 Place Judges - Determine independently from other judges where contestants in his lane finish, if picking places determines whether contestant finishes first, second, third, etc.
- 30.9 Lane Judges - (Lane Inspectors) - Determine lane violations and impeding violations. Indicate infraction by raising red flag. Do not talk to competitor. Report to Referee ONLY.
- 30.10 20m, 60m, 100m, 200m, 400m
 - Racer must finish with all four wheels in his assigned lane.
 - Athlete may stray from his/her lane on straight as long as they do not impede another competitor.
- 30.11 Corner Judge
 - Determine legality of turns.
 - Determine legality of relay exchanges.
 - Observe for impedance on straight as well as on turns.
 - Determine legality of finishes.

SLALOM

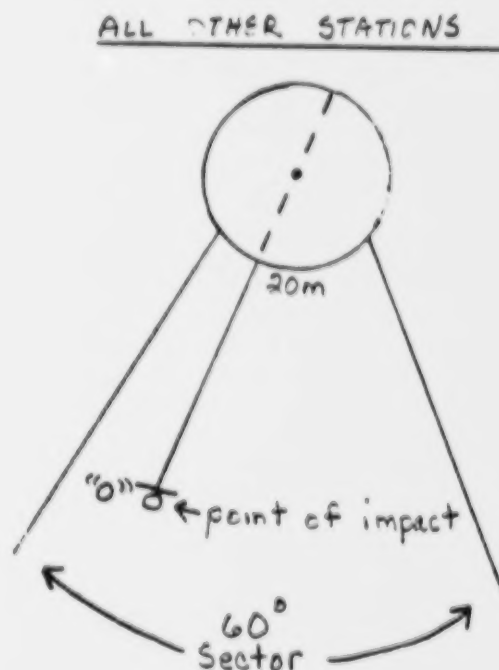
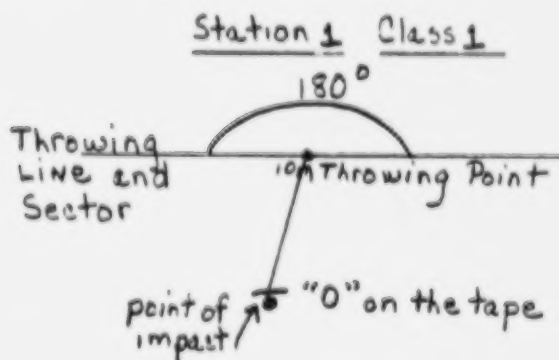
- 30.12 Chief Official for Slalom
 - Walks competitors through course.
 - In charge of conducting the event.
 - Informs a competitor when he has been disqualified and why.
- 30.13 Chief Timer - This may also be the duty of the Chief Slalom Official
 - Keeps times for each contestant
 - Evaluate other timer's results
 - Adds penalty points for each fault during the run and penalties for incorrect course (e.g., competitor's time is 1:38, he touches four cones, Chief Timer adds four seconds, Score would be 1:42.)
- 30.14 Fault Judges
 - Follows competitor through course and counts number of faults.
 - Gives number of faults to Chief Official
 - Informs Chief Official in course was not followed or if obstacle was performed incorrectly.
- 30.15 Spotters
 - Prevent injury to a competitor from fall or loss of control on an obstacle.
 - Find out from the competitor how closely they wish to be spotted.
 - Touch the competitor as a last resort to prevent injury.

FIELD EVENTS

- 30.16 Chief Official - Each station should have a certified official present
 - Evaluate legality of throw
 - a) Within sector

- b) Form
 - c) Did not violate throwing rules (foot faults, etc.)
 - In charge of the area
 - Call the competitor to position.
 - Call out the measurement from the tape (the tape remains in the pit).
 - Tell the competitor which throw he is attempting.
 - Maintain stopwatch for throwing time limit - 30 seconds per throw - time begins when athlete takes implement until the release of the implement.
- 30.17 Tie Down Assistant - Assist the competitor to position his chair legally in the tiedowns.
- Stabilize the chair during competition when no tie down.
 - May NOT assist or tell the competitor which direction to throw or what position to throw from.
- 30.18 Markes (2) Mark throw when and where implement strikes (mark) shot, club, soft shot, discus; measurement of a legal throw shall be made from the nearest edge of the first point of contact made by the implement to the inside edge of the circle along an extended radius of the circle.
- Assist in measuring - Hold the "0" (zero) point of the tape at the implement point of impact.

Proper Measuring Technique:



Section III

Appendices

COUNCIL MEMBER CHECK LISTS

MEET DIRECTOR

- ___ Select local Council
- ___ Schedule for Council Meeting
- ___ Maintain contact with State Games Director
- ___ Meet with and assist individual local Council Members
- ___ Assist with Registration and Seeding of Meet
- ___ Follow-up to monitor progress of all local Council Members' time lines
- ___ Direct Regional Meet
- ___ Prepare Final Report
- ___ Assist in Officials Workshop and Staff Training

REGISTRATION COORDINATOR

- ___ Keep up-to-date list of participants
- ___ Day of Meet, assist with registration
- ___ Write athlete's names and events on numbers
- ___ Receive and organize computer list from State Department with entries

VOLUNTEER COORDINATOR

- ___ Develop Volunteer list
- ___ Arrange for water
- ___ Arrange for tents
- ___ Arrange for lunches, if applicable
- ___ Arrange for first aid
- ___ Arrange for band, if applicable
- ___ Two weeks before Meet, follow-up contact with volunteers with date and assignments
- ___ Have completed volunteer assignment sheet
- ___ Day of Meet, supervise volunteer table

FACILITY COORDINATOR

- ___ Prepare detailed diagram of facility
- ___ Prepare checklist of all necessary equipment
- ___ Develop check out sheet for day of Meet
- ___ Prepare signs for each event area designated
- ___ Mark all fields on day of Meet
- ___ Call assistants two weeks before Meet

AWARDS/STATISTICIAN

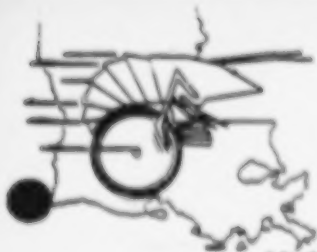
- ___ Familiarize self with procedures
- ___ Prepare awards packets
- ___ Prepare statistics sheets
- ___ Inservice workers
- ___ Inventory Awards
- ___ Work with Meet Director and Registration Coordinator to determine number of awards required
- ___ Turn in all "Stats" sheets to State Games Director
- ___ Run Stats table and awards sheets
- ___ Organize Stats into booklets
- ___ Inventory awards after Meet

PUBLICITY COORDINATOR

- _____ Prepare master plan for the year
- _____ Arrange and assist in writing articles
- _____ Prepare opening ceremonies
- _____ Prepare posters, announcements to be posted/distributed in community
- _____ Welcome all dignitaries, media; Day of Meet

TRANSPORTATION COORDINATOR

- _____ Prepare maps
- _____ Prepare master list of buses, etc.
- _____ Develop master plan for unloading/loading; parking, etc., on Meet day
- _____ Prepare directional signs (check with Facility Coordinator)
- _____ Mark areas for disembarkation, traffic flow, parking
- _____ Instruct volunteers
- _____ Check in all buses on event day; inform Referee and Meet Director when all buses have arrived



APPENDIX B

CONSENT AND RELEASE FROM LIABILITY FOR PARTICIPATION IN GUMBO GAMES

By registering for participation in the above named activity, I agree to observe in spirit and practice the following conditions for participation from the outset to the conclusion of my registered status.

I understand and appreciate that participation in sport, despite all reasonable precautions implemented for my safety as a participant, carries a risk of **SERIOUS INJURY, INCLUDING AGGRAVATION OF MY DISABILITY**. I also understand and appreciate that controlling that risk is a responsibility that I, as a participant, must share. I agree to abide by any decision by my coaches or of any event official relative to my ability to safely compete in the events. I assume all risks associated with participation in this competition, but not limited to falls, contact with other participants, being struck by objects, the effects of the weather, including heat and/or humidity or if I become ill or suffer any other personal loss while participating in this activity.

Having read this waiver and knowing these facts and in consideration of your accepting my entry, I, for myself and any one entitled to act on my behalf, waive and release the Louisiana Department of Education, Office of Special Educational Services, Education and Sports Consultants, Inc., and all sponsors, their representatives and successors from all claims or liabilities of any kind arising out of my participating in this event, excepting occurrences resulting from gross negligence and wanton intentional misconduct.

PHOTO RELEASE

I grant permission to all of the forgoing to use any photographs, motion pictures, recordings, or any other record of this event for any legitimate purpose.

NAME (print) _____

SIGNATURE _____

DATE _____

PARENT/GUARDIAN CONSENT (if participant is under 18)

I have been given the opportunity to explain to my son/daughter the aforementioned stipulated conditions and consent to his/her registration/participation in the activity under the stipulated conditions.

NAME (print) _____

SIGNATURE _____

RELATIONSHIP _____

DATE _____

NOTE: THIS FORM MUST BE SIGNED AND ATTACHED TO EACH ENTRY FORM.

APPENDIX C

GENERAL MEDICAL INFORMATION

Is your child taking any medication? Yes ____ No ____

If yes, what type of medication? _____

Is your child subject to seizures? Yes ____ No ____

If yes, under what conditions? _____

List any other conditions that should be noted: _____

In case of emergency please notify: _____

at the following numbers: () _____, () _____

Is your child covered by medical insurance? Yes ____ No ____

If yes, with what company? _____

Policy # _____

Parent/Guardian (print) _____

Date _____ SIGNATURE _____

GUMBO GAMES LETTER OF INTENT

APPENDIX D

This form must be returned by January 29, 1988 to help us organize the social, to order the appropriate number of awards, etc.

Head Coach Name _____

School/Address _____

City _____ Zip Code _____

Coach Phone _____ Home _____

List by classification, age, and note any special diets.

<u>NAME</u>	<u>CLASS</u>	<u>AGE</u>	<u>PROJECTED EVENTS</u>
1. _____			
2. _____			
3. _____			
4. _____			
5. _____			
6. _____			
7. _____			
8. _____			
9. _____			
10. _____			
11. _____			
12. _____			
13. _____			
14. _____			
15. _____			

Coaches' Names

1. _____ 2. _____

We plan to attend the GUMBO GAMES at (site) _____

We are bringing approximately _____ athletes.

We plan to attend the Thursday night social. Yes ____ No ____

There will be _____ people in our group.

GUMBO GAMES

Official Entry

APPENDIX E

ENTRY INSTRUCTIONS

1. Please include a copy of the functional classification sheet on each athlete with your registration.
2. Athletes may enter three events.
3. 800 M open division may be entered but is optional and has qualifying times.
4. Please record each student's time and/or distance in the appropriate spaces corresponding to their event.
5. In the Slalom event, a qualifying time is unnecessary. Please indicate registration by checking the appropriate space. Example: Slalom _____
6. The Open Division, 800 m race is open to all athletes who either meet or better the established qualifying time of 4.0 minutes for the wheelchair division and 4.0 minutes for the ambulatory. Please check the appropriate space and indicate the athlete's time.

NOTE: Failure to indicate a qualifying time on this event will result in the cancellation of their entry in the 800 m race.

The 800 m Open Division race will be run only if time permits!

GUMBO GAMES

Official Entry

COMPETITION SITE
(CHECK ONE)

Alexandria _____
Shreveport _____
New Orleans _____

ATHLETE'S NAME _____ SEX _____
ADDRESS _____ AGE ON RACE DAY _____
SCHOOL AND PARISH _____
COACHES NAME _____ COACHES TELEPHONE _____
ATHLETE'S CLASSIFICATION: TRACK _____ FIELD _____
DISABILITY: (CHECK ONE)

Spinal Cord Injured

_____ Quadriplegic Sci
_____ Paraplegic Sci

Cerebral Palsy

_____ Spastic CP
_____ Athetoid CP
_____ Ataxic CP

Amputee

_____ Upper Extremity
_____ Lower Extremity
_____ Upper & Lower
_____ Extremity

Neuromuscular

_____ Muscular Dystrophy
_____ Multiple Sclerosis
_____ Guillian-Barre
_____ Seizure Disorders

Other

_____ Arthritis
_____ Arythrogryposis
_____ Posture Deviations
_____ Hemiplegic

Event	Times Min./Sec.	Distances Meters/Cm
-------	--------------------	------------------------

Class 1

20 m electric w/c race		
60 m electric w/c race		
soft shot		
slalom		

Class 2

20 m wheelchair race		
60 m wheelchair race		
soft shot		
club throw		
slalom		

Class 3

60 m wheelchair race		
100 m wheelchair race		
200 m wheelchair race		
shot put		
discus		
slalom		

Class 4

100 m wheelchair race		
200 m wheelchair race		
400 m wheelchair race		
shot put		
discus		
slalom		

Class 5

100 m wheelchair race		
200 m wheelchair race		
400 m wheelchair race		
shot put		
discus		
slalom		

Event	Times Min./Sec.	Distances Meters/Cm
-------	--------------------	------------------------

Class 6

100 m race		
200 m race		
400 m race		
shot put		
discus		

Class 7

20 m foot race		
60 m foot race		
shot put		
discus		
club throw		

Class 8

100 m foot race		
200 m foot race		
400 m foot race		
shot put		
discus		

Class 9

100 m foot race		
200 m foot race		
400 m foot race		
shot put		
discus		

Open Division

800 m wheelchair race _____
Qualifying Time _____
(Must be under 4.0 minutes)

800 m foot race _____
Qualifying Time _____
(Must be under 4.0 minutes)

APPENDIX F

OFFICIAL PROTEST FORM
GUMBO GAMES

DATE: _____
NAME OF PROTESTOR: _____
RACE/EVENT PROTESTED: _____
NAME AND NUMBER OF ATHLETE BEING PROTESTED: _____
PROTEST: _____

DECISION: _____

REFEREE SIGNATURE

COACHES CHECKLIST

	<u>Date</u>	<u>Comments</u>
Administrator/Permission		
Principal	_____	_____
Director	_____	_____
Supervisor	_____	_____
Parent Permission		
Participation in Training	_____	_____
Photographs	_____	_____
Review of Parish Policy		
Permission	_____	_____
Request	_____	_____
Reply	_____	_____
School Publicity		
_____ Contact GUMBO Representative		
_____ School Policy Review in Publicity		
_____ Notify School/Parish Personnel and Parents		
(School paper, Parish paper, Local Newspaper)		

FUNCTIONAL CLASSIFICATION WORKSHEET

The following classification worksheets should assist the classifier as well as the coach in classifying his competitors.

CLASS 1

Severe quadriplegic; uses electric wheelchair for daily activities, may use manual assistance.

FUNCTIONAL

- ___ 1. Grip test - Inability to shake hands due to severe spasticity closure of the hand, absence of muscle innervation.
- ___ 2. Triceps test - Inability to perform test.
- ___ 3. Severe involvement in all four limbs.
- ___ 4. No balance or trunk stability.
- ___ 5. Exhibits severe involuntary reflex patterns.

TRACK

- ___ 1. Must use electric wheelchair for track and slalom.

FIELD

- ___ 1. Does not have manual ability to grasp ball or shot.
- ___ 2. Maximum of 25 percent range of motion; arms move with some degree of control and strength.

CLASS 2

FUNCTIONAL

- ___ 1. Grip test - Very weak handshake, handshake not "normal" in appearance due to increased spasticity or absence of muscle innervation.
- ___ 2. Triceps test - Can perform first portion of task but absence or extreme weakness in moving arm against resistance. Inability to coordinate both arms equally for pushing movement or achieve full arm extension.
- ___ 3. Severe involvement in all four limbs.
- ___ 4. Wheelchair bound.
- ___ 5. Severe control problems of upper extremities and/or poor functional strength in hands, arms, and torso.
- ___ 6. Limited trunk balance.

TRACK

- ___ 1. Must use manually propelled wheelchair.
- ___ 2. Propels wheelchair with arms or legs.
- ___ 3. Unable to accomplish normal grip on wheels or handrims.

FIELD

- ___ 1. Must throw events from a sitting position in chair.
- ___ 2. Maximum of 40 percent full active range of motion; 40 percent forward, backward or sidearm, some degree of control and strength.

CLASS 3

Moderate quadriplegic cerebral palsy, or quadriplegic spinal cord injury having minimal to moderate use of trunk and upper extremities.

FUNCTIONAL

- ___ 1. Grip test - Grip still not totally normal, decreased grip strength.
- ___ 2. Triceps test - Athlete can fully extend arms in throw or push, but due to muscle involvement in upper extremities, will have decreased power in arms or hand strength and coordination.
- ___ 3. Moderate involvement in all four of three limbs.
- ___ 4. Must use wheelchair for normal activities.
- ___ 5. Moderate control problems in trunk muscles and upper extremities.
- ___ 6. May have normal or good triceps and good finger flexion but without intrinsic hand function.

TRACK

- ___ 1. Push wheelchair with upper extremities.

FIELD

- ___ 1. May compete in shotput, discus.
- ___ 2. May hold/grip field implements.
- ___ 3. **A strong hemiplegic may need to be classed higher depending upon trunk control.
- ___ 4. No less than 60 percent of active range of motion, may have one good arm.

CLASS 4

Paraplegic, good upper extremity strength and control, with poor balance and weak abdominal strength; must use wheelchair for racing.

FUNCTIONAL

- ___ 1. Balance - Inability to perform test in the presence of normal upper extremity function. Side to side and front to back instability.
- ___ 2. Trunk mobility - Forward, backward, and sideward movement 30 percent or less.
- ___ 3. Paraplegic with good upper extremity strength and control.
- ___ 4. Needs wheelchair for regular daily activities.
- ___ 5. May ambulate with assistive devices.
- ___ 6. Lower limbs may have moderate in severe spasticity or absence of movement entirely.

TRACK

- ___ 1. Uses wheelchair to race.

FIELD

- ___ 1. Must throw field events from chair.

CLASS 5

Paraplegic with good upper extremities, strength and control. Good static and dynamic balance with strong abdominals. Must use wheelchair for racing and field events.

FUNCTIONAL

- ___ 1. Balance - Sits erect without difficulty.
- Good dynamic and static balance.
- Good trunk stability and control.
- ___ 2. Trunk Mobility - Movement forward, backward, sideward greater than 30 degrees.
- ___ 3. Paraplegic with good upper extremity strength and control.
- ___ 4. Lower extremity amputee.
- ___ 5. May use wheelchair for regular everyday activities or may use assistive devices.
- ___ 6. Lower extremities may have minimal to moderate spasticity or voluntary movement may be present.

TRACK

- ___ 1. Uses wheelchair for racing.

FIELD

- ___ 1. Throws from wheelchair.

CLASS 6

Paraplegic, moderate hemiplegic will ambulate with assistive devices. Canes, walkers, crutches are acceptable. Braces are not considered assistive devices.

FUNCTIONAL

- ___ 1. Paraplegic, moderate hemiplegic will ambulate with assistive devices.
- ___ 2. Both lower limbs have moderate to severe spasticity and/or weakness.
- ___ 3. May have only one lower limb affected (spasticity, paralysis, or amputation).
- ___ 4. Has good trunk control and balance.

TRACK

- ___ 1. Runs with assistive devices.

FIELD

- ___ 1. Throws with assistive devices.

CLASS 7

Severe triplegic; quadriplegic athetoid/spastic cerebral palsy athlete; ambulates without assistive devices but exhibits severe gait deviations and obvious coordination difficulties.

FUNCTIONAL

- ___ 1. Inability to walk with an even pace. The gait deviation is easily detected without having the individual run. When the athlete runs, he has the appearance of "falling." May have one unaffected extremity, but due to the severity of involvement of the other limbs, performance is affected in that limb also. Ex: Field event athlete with normally functioning right arm cannot throw "normally" because he cannot assume a wide base position with the feet.
- ___ 2. Quadriplegic athetoid/spastic triplegic, ambulates without assistive devices.
- ___ 3. Moderate to severe control problem in three or four limbs.
- ___ 4. May wear braces to ambulate.
- ___ 5. Exhibits poor balance and stability.

TRACK

- ___ 1. Races on foot without assistive devices.
- ___ 2. Runs with obvious coordination difficulties.

FIELD

- ___ 1. Performs events on feet.
- ___ 2. 70 percent range of motion maximum on dominate arm.

CLASS 8

Moderately hemiplegic or moderate to minimal quadriplegic; may have moderate to minimal spasticity in limbs; ambulates without assistive devices.

FUNCTIONAL

- ___ 1. Gait evaluation - Gait deviation is detectable before running but not as severe. When running, stride may be uneven, improper foot placement due to spasticity/anatomical development. Gait does not prevent the running of longer distances, but continues to be very noticeable during run.
- ___ 2. Moderate hemiplegic or moderate to minimal quadriplegic.
- ___ 3. Walks without assistive devices, but spasticity in lower limbs may cause limping.

- ___ 4. Moderate spasticity in half of the body or moderate to minimal spasticity in all four limbs.
- ___ 5. Good functional ability in non-affected side of hemiplegic.

TRACK

- ___ 1. Running increases spasticity in affected limbs.

FIELD

- ___ 1. Moderate hemiplegic may have good range of motion in dominate arm (greater than 85 percent).

CLASS 9

Minimally involved hemiplegic or very minimally involved quadriplegic; ambulates freely without assistive devices. Minimal handicap group.

FUNCTIONAL

- ___ 1. Gait evaluation - Gait deviation may not be detectable at all until athlete is exercising and then it is minimal.
- ___ 2. May include minimally affected hemiplegic; monoplegic or very minimal quadriplegic.
- ___ 3. Minimal loss of coordination.
- ___ 4. Able to run and jump freely.

TRACK

- ___ 1. Runs freely

FIELD

- ___ 1. Good balance and symmetric form in performance.

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